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PART I—Section 1

प्राधिकार से प्रकाशित

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इस भाग में भिन्न पृष्ठ संख्या दी जाती है जिससे कि यह अलग संकलन के रूप में रखा जा सके ।

Separate paging is given to this Part in order that it may be filed as a separate compilation.

MINISTRY OF LABOUR, EMPLOYMENT AND REHABILITATION

(Department of Labour and Employment)

RESOLUTION

New Delhi, the 13th July, 1970

No. WB-15(17)/69.—By their Resolution No. WB-15(1)/64, dated the 28th May, 1966, the Government of India set up a Central Wage Board for Electricity Undertakings with the following composition and terms of reference:

(a) *Composition*:

Chairman

Shri P. P. R. Sawhny.

Independent Members

1. Shri Jagannath Rao Chandriki M.P.
2. Shri M. B. Desai.

Members Representing Employers

1. Shri R. P. Aiyer.
2. Shri S. N. Ray.
3. Shri U. Chandu Nair.

Members Representing Workers

1. Shri J. C. Dixit.
2. Shri D. P. Pathak.
3. Shri Vimal Mehrotra.

Member Secretary

Shri Teja Singh Sahni.

subsequently, Shri G. Venkatswami, M.P. was appointed a Member of the Board in place of Shri Jagannath Rao Chandriki. Similarly, Shri S. Dutt Mazumdar was appointed in place of Shri S. N. Ray and Shri G. Sambasiviah in place of Shri Chandu Nair. Later, Shri S. T. Raja was appointed in place of Shri G. Sambasiviah.

Shri Vidya Prakash was appointed Member-Secretary of the Wage Board in place of Shri Teja Singh Sahni.

The above changes in the composition of the Board were notified from time to time.

(B) *Terms of Reference*:

(a) to determine the categories of employees (manual, clerical, supervisory etc.) who should be brought within the scope of the proposed wage fixation;

(b) to work out a wage structure based on the principle of fair wages as set forth in the Report of the Committee on Fair Wages; and

(c) to evolve a Gratuity Scheme for the Industry.

Explanation.—In evolving a wage structure, the Board should, in addition to the considerations relating to fair wages, also take into account:—

(i) the public utility character of electricity undertakings;

(ii) the need of the industry in a developing economy;

(iii) the requirements of social justice;

(iv) the need for adjusting wage differentials in such a manner as to provide incentive to workers for advancing their skill; and

(v) the desirability of extending the system of payment by results.

Explanation.—In applying the system of payment by results the Board shall keep in view the need for fixing a minimum (fall-back wage) and also to safeguard against over-work and undue speed.

2. The Wage Board made interim recommendations and these were accepted in terms of Government Resolution No. WB-15(24)/67, dated the 20th June, 1968.

3. The Board's final report was submitted to Government on the 19th December, 1969. A summary of conclusions and recommendations of the Board is appended.

4. After careful consideration, Government has decided to accept the recommendations of the Wage Board in so far as they relate to matters falling within its terms of reference, and to request the parties to take steps for expeditious implementation of the recommendations.

5. Workmen covered by the recommendations of the Wage Board, and falling within the purview of the Third Pay Commission or like body set up by the Central or State Governments, would not be entitled to claim benefits under the recommendations of both. In any undertaking such workmen can be governed either by the recommendations of the Wage Board or their present wage structure, subject, in the latter case to revision, if any, by the other appropriate pay body.

6. The Government of India wish to express their appreciation of the manner in which the Board has dealt with matters referred to it and made unanimous recommendations.

ORDER

Ordered that a copy of the Resolution be communicated to all concerned.

Ordered also that the Resolution be published in the Gazette of India (Extraordinary) for general information.

APPENDIX

CENTRAL WAGE BOARD FOR ELECTRICITY UNDERTAKINGS

Summary of Conclusions and Recommendations:

1. The recommendations of the Wage Board cover workmen employed in Licensee undertakings coming within the purview of the Indian Electricity Act, 1910 and of the State Electricity Boards. They would, however, not cover employees of the Damodar Valley Corporation, Bombay Electric Supply and Transport Undertakings and Electricity Undertakings which are run as Government departments and where Service conditions of the employees are regulated by the departmental orders applicable to Government servants in general.

2. The recommendations apply to all workmen who are covered by the definition of 'workman' as given in Section 2(s) of the Industrial Disputes Act, 1947 and who are drawing a salary i.e. wages upto Rs. 750/- p.m.

3. The staff engaged on muster-roll, on work-charged basis and on daily rates of pay fall within the purview of the Board.

4. The teaching, medical and guest house staff are excluded from the purview of the Board because of the peculiar and varying nature of their employment.

5. It is essential that the rural electrification which is an important feature of the over-all development programme, is made economically viable as early as possible.

6. Since power resources are not evenly distributed, future power development will have to be planned on a national basis. In this context, the establishment of super-power stations and the formation of regional and national grids is an urgent necessity for optimum utilisation of the available resources.

7. The special features of the development and growth of the electricity industry have been kept in view while dealing with the task entrusted to the Wage Board.

8. The Wage Board after giving due thought to all aspects of the matter has based its recommendations for the country as a whole on practical considerations keeping in view the minimum needs of the workers in the electricity industry as well as the capacity of this vital industry to meet such needs.

9. It is likely that the present financial position of the industry as revealed by the financial statements of the undertakings for the last few years, particularly of the State Electricity Boards, may improve gradually in future. As their development and expansion programmes, oriented to a social purpose, progress, the component of productive content of their structure is likely to enlarge eventually and the time may come when the Boards would be able to concentrate on intensification of supply. Both these aspects have a bearing on the profitability and usefulness of the activities of the State Electricity Boards.

10. The financial position of the State Electricity Boards can also improve if steps are taken to increase revenue and to decrease expenditure by such means as higher working, efficiency, reduction in transmission losses and rationalisation of manpower.

11. It is not possible for the Wage Board to assess the impact of their recommendations on the profitability of the electricity undertakings. The Wages of workers in this industry are being examined for the first time on a national level while in the case of quite a few industries, second wage boards have already completed their labours.

12. The State Electricity Boards have no equity capital and depend solely on loan capital. According to the recommendations of the Venkataraman Committee, they are required to earn a higher net return on their capital base than the licensee undertakings. It is recommended that these aspects of the finances of the State Electricity Board are taken up by the Government for a review with a view to suitable revision.

13. The measurement of labour productivity in the industry presents formidable problems. However, in some limited areas group incentive schemes can be considered. The formulation of such schemes has to be left to the individual organisations and their unions.

14. For achieving completion of large projects ahead of schedule and to attain higher reliability and station efficiency, provision of in-plant training facilities to the workers assumes great importance.

15. So also the introduction of welfare schemes has a positive impact on the efficiency of the workers.

16. In view of the needs of the electricity industry in the developing economy of the country and the limitation of its resources, the Wage Board have not found it feasible to recommend a need-based minimum wage; nor have the Wage Board attempted to make their own estimate of such a wage.

17. Owing to the peculiar nature of the industry, it is not expedient or feasible to link wages to productivity at this stage.

18. The Wage Board's recommendations regarding minimum wage, wage scales, dearness allowance, house rent allowance and other fringe benefits, and fitment of workers are laid down in paras 8.32 to 8.38 (Extracts at Annexure I).

19. The recommendations regarding muster-roll and work-charged workers find mention in paras 8.40 to 8.42. (Extracts at Annexure I).

20. The Wage Board's recommendations regarding categorisation of workers are contained in paras 8.39 and 9.13. (Extracts at Annexure I).

21. The recommendations of the Wage Board would be operative for five years from 1st April, 1969.

22. The The difference between the existing basic wages and dearness allowance (including interim relief) and those recommended by the Board excluding house rent allowance shall be made up as far as practicable in three equated annual instalments from 1st April, 1969.

23. It will not be open to workmen to raise any dispute or demand any revision in the wage structure during a period of four years from 1st April, 1969.

24. The gratuity scheme recommended by the Board is laid down in the Annexure to Chapter X (Copy at Annexure II).

25. The gratuity scheme would be applied with effect from the 1st April, 1972 in the undertakings which at present have no gratuity scheme whatsoever. The undertaking may, however, consider paying gratuity in accordance with the scheme on an ex-gratia basis to all employees covered by the scheme from 1st April, 1971 *i.e.*, to those who retire after 31st March, 1971.

26. All such undertakings as have a gratuity scheme at present will apply the scheme recommended by the Wage Board from 28th May, 1966.

27. In medium and small sized licensee undertakings where there is no scheme of gratuity at present the scheme recommended will be introduced subject to the condition that their respective liability will be limited to such number of months basic wages as there are years left before the undertaking is acquired by the purchasing authority provided such years are less than three in number.

28. Where an employee of a licensee undertaking is taken over by the State Electricity Board at the time the undertaking is acquired, and the terms of the transfer of the services of the employees satisfies the three conditions laid down in the proviso to Section 25FF of the Industrial Disputes Act, 1947, the employees will be entitled to receive the gratuity from the Electricity Board in terms of the scheme laid down by the Wage Board.

29. In regard to existing gratuity schemes certain benefits accruing thereunder will not be reduced for existing employees to bring them in line with the scheme recommended by the Board.

ANNEXURE I

(Extracts of Paras 8.32 to 8.42 and Para 9.13 in the Report of the Central Wage Board for Electricity Undertakings).

* * * * * *

Minimum Wage:

8.32 (1) The total monthly emoluments of the lowest paid unskilled worker would be Rs. 148/- constituted as under:—

Basic Wage		Rs. 55.00
Dearness Allowance	. . .	Rs. 85.00
House Rent Allowance	. . .	Rs. 8.00

(2) However, in big cities, covered by the list of Class 'A' 'B1' 'B2' published by the Ministry of Finance, Government of India for the grant of House Rent Allowance to the Central Government employees (list given below), the House Rent Allowance would be Rs. 15/- instead of Rs. 8/- thus making a total minimum monthly emoluments of Rs. 155/- as against Rs. 148/- elsewhere.

Class A	1. Bombay
	2. Calcutta
	3. Delhi
	4. Madras
Class B1	1. Ahmedabad
	2. Bangalore
	3. Hyderabad
	4. Kanpur
	5. Poona
Class B2	1. Agra
	2. Allahabad
	3. Banaras (Varanasi)
	4. Jaipur
	5. Lucknow
	6. Madurai
	7. Nagpur

Undertakings/units paying House Rent Allowance in excess of Rs. 8/- or Rs. 15/-, as the case may be, would continue to do so at the same rate without any reduction and the difference in the allowance would not be adjusted against the increase that might accrue to the workers in the total of the other two constituents of the minimum wage, namely, the Basic Wage and the Dearness Allowance put together. If the employer is providing rent-free quarters or charging a rental of less than 10 per cent of the Basic Wage, the difference between the actual rent charged and 10 per cent of the Basic Wage will be set off against the amount of Rs. 8/- or Rs. 15/- as the case may be.

(3) The Basic Wage and the Dearness Allowance put together shall not be less than Rs. 140/-. Where an undertaking has been paying more than Rs. 55/- as the Basic Wage, it would be required to pay the difference between Rs. 140/- and the Basic Wage so paid as Dearness Allowance. Where an undertaking has been paying less than Rs. 55/- as the Basic Wage, it will have to increase the Basic Wage to Rs. 55/- and pay the balance of Rs. 85/- as Dearness Allowance.

(4) The Dearness Allowance of Rs. 85/- (on the basis of Rs. 55/- as the Basic Wage) would be linked to the cost of living index at 171 with the 1960 series of the All India Average Consumer Price Index Numbers of Working Class published by the Labour Bureau, Simla as base. For every rise or fall in the index number, an adjustment of 75 paise per point would be made in the Dearness Allowance. The revision will be effective prospectively from 1st April every year on the basis of the average of the indices for the preceding 12 months from January to December. No adjustment in Dearness Allowance would, however, be made if the index falls below 171.

(5) The total minimum monthly emoluments recommended above would take effect from 1st April, 1969 and the first adjustment of Dearness allowance will be effective from 1st April, 1970 based on the average of the Consumer Price Index Numbers from January, 1969 to December, 1969.

(6) If an undertaking or unit had on 31st March 1969 a wage scale under which the starting basic wage plus Dearness Allowance payable on such wage to an unskilled worker was more than Rs. 140/- per month, the recommendation made above regarding the minimum wage payable to the unskilled worker will not apply to such an undertaking/unit; and the unskilled worker in such an undertaking will continue to be entitled to the same higher basic wage-*cum*-dearness allowance that he may be receiving.

(7) The cash value of the food subsidy wherever provided by an establishment or unit would be adjustable against the Dearness Allowance but the worker would have the option to prefer the Dearness Allowance in cash or partly in cash and partly in the form of subsidised food.

I. Wage Scales

8.33. The Board recommends the following 21 scales of pay for the different categories of workers and employees (both technical and administrative) in which all of them would be placed in the manner suggested hereafter:

Technical

Sl. No.		Scale	Span
1. Unskilled		55—2(10)—75—3(5)—90.	15 years
2. Semi-skilled	B	70—2(3)—76—3(6)—94—4(6)—118.	15 years
3. Semi-skilled	A	80—4(10)—120—5(5)—145.	15 years
4. Skilled	C	110—5(5)—135—6(10)—195.	15 years
5. Skilled	B	130—7(10)—200—8(5)—240.	15 years
6. Skilled	A	150—9(5)—195—10(9)—285.	14 years
7. Highly Skilled	B	190—10(6)—250—12(5)—310—15(3)—355.	14 years
8. Highly Skilled	A	250—16(5)—330—18(5)—420—20(4)—500. (EB after 10th stage)	14 years
9. Supervisory	C	250—16(5)—330—18(5)—420—20(4)—500. (EB after 10th stage)	14 years
10. Supervisory	B	300—20(4)—380—25(5)—505—30(5)—655. (EB after 10th stage)	14 years
11. Supervisory	A	400—25(5)—525—30(4)—645—35(3)—750. (EB after 10th stage)	12 years

Administrative

Sl. No.		Scale	Span
1. Unskilled		Rs. 55—2(10)—75—3(5)—90	15 years
2. Semi-skilled	B	70—2(3)—76—3(6)—94—4(6)—118	15 years
3. Semi-skilled	A	80—4(10)—120—5(5)—145	15 years
4. Skilled	B	110—8(5)—150—10(10)—250	15 years
5. Skilled	A	150—12(10)—270—15(5)—345 (EB after 10th stage)	15 years
6. Highly skilled	B	190—12(8)—286—15(6)—376 (EB after 10th stage)	14 years
7. Highly skilled	A	250—16(5)—330—18(5)—420—20(4)—500 (EB after 10th stage)	14 years
8. Supervisory	C	250—16(5)—330—18(5)—420—20(4)—500 (EB after 10th stage)	14 years
9. Supervisory	B	300—20(4)—380—25(5)—505—30(5)—655 (EB after 10th stage)	14 years
10. Supervisory	A	400—25(5)—525—30(4)—645—35(3)—750 (EB after 10th stage)	12 years

II. Dearness Allowance

The Board recommends the following rates of dearness allowance for different slabs of basic wage:

Pay Slabs	Dearness Allowance
Rs.	Rs.
Up to 109	Up to 85*
110-149	98
150-209	122
210-399	146
400-449	160
450-499	164
500-542	Amount by which the pay falls short of Rs. 663
543-999	120

*The exact amount of Dearness Allowance for this slab would be fixed in the manner as recommended in paragraph 8.32 (3)

III. *House Rent Allowance*

The Board also recommends that the house rent allowance for the lowest paid category of unskilled workers, namely Rs. 8/- and Rs. 15/- as the case may be [*vide* para 8.32(1) and (2)] should be extended to three more categories of wage scales, *viz.*, Nos. 2, 3 and 4 both under "Technical" and "Administrative" as shown in paragraph 8.33.

Where rent-free quarters have been provided or a rental of less than 10 per cent of the basic wage is being charged the difference between the actual rent charged and 10 per cent of the basic wage will be set off against the amount of House Rent Allowance as the case may be.

In the case of undertakings where appropriate scales of pay and dearness allowance together exceed the total quantum of basic pay and dearness allowance including house rent allowance recommended by the Wage Board in respect of the corresponding scale no allowance by way of house rent allowance will be payable by them.

IV. *Miscellaneous*

(1) The above recommendations will not apply (i) in the case of officers employed in undertakings whose terms of service are governed by specific covenants for a limited specified period not exceeding five years and (ii) in the case of workmen employed by undertakings who are governed by agreements between recognised unions and the managements, which specifically provide for non-application of the Wage Board's recommendations provided such agreements were entered into after 20th June, 1968, the date of the Government of India Resolution accepting the interim recommendations of the Board.

(2) If an employee in any categry other than the unskilled worker was enjoying on 31st March 1969 a higher scale of wages or higher annual increments or higher dearness allowance or higher house rent allowance, he will continue to get the same.

(3) If any employee in an undertaking was getting any allowance, benefit, concession or fringe benefits of any kind whatsoever, other than basic wage, dearness allowance and house rent allowance, the allowance, benefit, concession or fringe benefit will not be curtailed in any manner on the ground that it is basic wage, dearness allowance or house rent allowance has been increased as a result of the recommendation of the Wage Board.

(4) The Wage Board have considered whether or not the system of free electricity obtained in some undertakings should be extended universally. After mature consideration the Board has felt that in view of the limitations imposed by Section 23 of the Indian Electricity Act, 1910, the benefit of free electricity to an employee as such would be objectionable. Section 23 of the Indian Electricity Act, 1910, stipulates that "a licensee shall not in making any agreement for the supply of energy show undue preference to any person." The words "any person" should encompass employees as well and consequently the analogy of railway systems and air systems offering free passages to the employees would not be appropriate.

Although the provisions of Section 23 of the Indian Electricity Act, 1910, does not apply to the State Electricity Boards, it is only proper that the principles enunciated against undue preference should be applied uniformly to the Industry as a whole. Consequently the Wage Board propose to make no recommendations. This however will not adversely affect the existing benefit.

V. *Fitment*

8.34. In paragraphs 8.32 and 8.33 above, the Board has made recommendations about the minimum basic wage as well as the quantum of dearness allowance payable to an unskilled worker, the scales of basic wages for different categories of employees drawing upto Rs. 750/- p.m. and the amount of dearness allowance payable to them on the basis of different slabs of basic wages. It is now necessary to define the principles that should guide the different undertakings in the matter of fitment of the workers into the new scales as recommended. As electricity undertakings in the country have adopted widely divergent scales of pay with equally divergent nomenclatures and designations, it has really been a problem for this Board to define clear-cut principles so as to achieve uniformity in the matter of adoption of standard scales vis-a-vis their fitment. However, after very careful consideration, the Board recommends the following principles:

8.35. For the first slab of basic wages upto Rs. 109/- per month only, the quantum of dearness allowance will have to be fixed in the light of the prevailing basic wages. According to our recommendations made in paragraphs 8.32(3) read with paragraph 8.32(i), the quantum of dearness allowance for the lowest paid unskilled worker of this slab would be Rs. 85/- when the basic wage is Rs. 55/- p.m. The quantum of dearness allowance is, however, variable depending on the basic wage. The following illustrations will enable the undertakings to determine the quantum of dearness allowance payable to their lowest paid unskilled worker:

(In all sections of paragraphs 8.35 and 8.36 including the five illustrations given below, the basic wage has to be taken as the starting salary of the lowest paid unskilled worker in the scale applicable to him as on 31st March 1969 and the Dearness Allowance as the Dearness Allowance payable on such basic wage).

(a) In case where the basic wage is less than Rs. 55/- and the Dearness Allowance is also less than Rs. 85/- and the total is less than Rs. 140/- p.m., the basic wage will be raised to Rs. 55/- and the dearness allowance to Rs. 85/-;

(b) If dearness allowance is more than Rs. 85/- but the total of the Dearness Allowance and the basic wage is less than Rs. 140/-, then the basic wage shall be raised to Rs. 55/- and the Dearness Allowance reduced to Rs. 85/-;

(c) Where the basic wage is more than Rs. 55/- but the total of the basic wage and the Dearness Allowance is less than Rs. 140/-, then the existing basic wage shall remain undisturbed and the quantum of Dearness Allowance will be the difference between Rs. 140/- and the existing basic wage;

(d) Where the total of basic wage and Dearness Allowance is more than Rs. 140/- but the basic wage is less than Rs. 55/- the basic wage shall be raised to Rs. 55/- and the balance of the total will be treated as Dearness Allowance; and

(e) **Where the total of the basic wage and the Dearness Allowance is** more than Rs. 140 and the basic wage is also more than Rs. 55 p.m., there shall be no change and the basic wage and Dearness allowance will continue to be the same.

The quantum of Dearness Allowance as determined in the above manner for the lowest paid unskilled worker in an undertaking will be admissible to all workers drawing basic wages upto Rs. 109 p.m.

8.36. (a) The quantum of Dearness Allowance having been fixed as above, the basic wage of a worker drawing more than Rs. 55 but less than Rs. 109 per month will be fixed in the new scale as applicable to him at the stage higher than his existing basic wage as on 31st March 1969. His next increment in the new scale will be admissible one year after the date on which his basic pay is fixed in the new scale as above.

(b) (i) Where the existing basic wages are less than Rs. 55 such basic wages shall have to be raised to Rs. 55. Workers with varying lengths of service will thus start in the new scale with Rs. 55 as basic wage except in cases provided in (ii) below and will thereafter derive the benefits of the new increments as in the new scales.

(ii) Where the difference between the existing basic wage of a worker and the minimum of the new scale in which he is to be fitted is less than three times the rate of initial increment in the new scale, he will be entitled to service increments at the rate of one increment for every five years of uninterrupted qualifying service subject to a maximum of three increments in all and his initial basic wage in the new scale will be fixed accordingly.

(iii) Where the existing wage of a worker is equal to the minimum of the new scale in which he is to be fitted, he will be entitled to service increments at the rate of one increment for every five years of uninterrupted qualifying service subject to a maximum of three increments in all and his initial basic wage in the new scale will be fixed accordingly.

(iv) Where the existing basic wage of a worker is in between two stages of the new scale, his basic wage will be brought, first of all, to the next higher stage of the new scale, and thereafter he will be entitled to service increments at the rate of one increment for every five years of uninterrupted qualifying service upto a maximum of two increments.

8.36. A. The same principles as in paragraph 8.36 will apply to the next higher slab of pay *viz.* Rs. 110—149.

8.37. For subsequent slabs of pay *viz.*, Rs. 150—209, Rs. 210—399, Rs. 400—449, Rs. 450—499, Rs. 500—542 and Rs. 543—750, the quantum of dearness allowance has been indicated in paragraph 8.33(ii). It will now be necessary to fix the basic wage of a worker entitled to the new scale of basic wage falling under any of those slabs in the following manner:

(a) First of all, the worker has to be given the appropriate new scale depending on the nature of the job he is performing and the degree of his skill;

(b) Where the existing basic wage of a worker is not less than the minimum of new scale in which he is to be fitted, his new basic wage will be fixed in the new scale at the next higher stage.

(c) Where the existing basic wage of a worker is less than the minimum of the new scale in which he is to be fitted, he will start from the minimum of the new scale,. If, however, the difference between this existing basic wage and the minimum of the new scale is less than the amount representing twice the amount of the initial annual increment of the new scale, he will be entitled to service increments at the rate of one increment for five years of uninterrupted qualifying service subject to a maximum of three increments in all, or Rs. 25 over the minimum of the new scale; whichever is less, and his initial basic wage in the new scale will be fixed accordingly.

(d) Where the minimum of the new scale is higher than that of the existing scale of a worker, but the rate of dearness allowance received by him is higher than what has been recommended by the Board and the total of the two items exceeds the amount to which he would otherwise have been entitled under (c) above, the excess in Dearness Allowance representing the difference between what has been recommended and what the worker is receiving, will be merged with his existing basic pay. For example, if a worker is at present drawing Rs. 150 as basic wage and Rs. 150 as Dearness Allowance, making the total of these two items Rs. 300, the Dearness Allowance now suggested being Rs. 122, the excess of Rs, 28 will get added on to the existing basic wage of the worker. Similarly, if a worker is receiving Rs. 380 as basic wage, his Dearness Allowance according to the recommendations of the Board will be Rs. 146; but if his actual Dearness Allowance at present is Rs. 200, this difference of Rs. 54 will get added on to his present basic wage. After adding this difference to the basic wage, if the worker is entitled to any higher basic wage in the light of what has been recommended, he would get it. In other words, he will get one increment for every five years of completed uninterrupted service subject to a maximum of three increments in all provided on 1st April 1969 his length of uninterrupted completed service is five years or more.

8.38. In calculating the existing total emoluments of a worker (including basic wage and dearness allowance), the interim relief wherever paid or payable will be included.

VI. *Categorisation*

8.39. The Board have examined the question of categorisation of workers according to the nature of their jobs and the degree of the skill so that the undertakings could fit them in the appropriate new scales as recommended. It was found that the existing scales of pay as well as designations of workers vary widely from undertaking to undertaking and it is really difficult for the Board to make specific recommendations in regard to categorisation because of the complexities involved. The Sub-Committee on Standardisation of Nomenclatures with Job Description also examined, this aspect and felt that each undertaking will process the fitment of each of its employees in his proper category and the allocation of a standard nomenclature. This will be done by scrutinising the possible

standard nomenclatures and the corresponding job descriptions and following the procedures adopted by the Sub-Committee as explained in this Report in Section 5 (Procedures adopted for the study) and Appendix D and as illustrated in the study in depth for Gujarat Electricity Board". The Board, therefore, recommends that this matter of categorisation should be left to the respective undertakings which should decide this question on the basis of proper examination and processing through a Committee consisting of the representatives of the management and of the recognised unions.

VII. *Mustor-roll and work-charged Workers*

8.40. The Wage Board have considered the question of nominal muster-roll and work-charged workers employed in electricity undertakings, especially the State Electricity Boards. This category of workers has been in existence in the Public Works Departments of the State Governments since a long time. With the expansion of activities under various development programmes, the State Electricity Boards employed muster-roll workers in projects. On completion of the projects many of these workers have had to leave the organisation and seek employment elsewhere as it was not possible for the Electricity Boards to absorb all of them. It has been mentioned to this Board that even in other branches of the State Electricity Boards, the practice of employing mustor-roll workers is still prevalent.

8.41. Since the State Electricity Boards will have to continue to proceed with the implementation of sizeable development programmes for the over-all development of their respective States, they will have to undertake construction works. It is, therefore, inevitable that in projects and other construction works, the system of employing muster-roll, work-charged and other casual workers will continue and the system cannot be dispensed with altogether. This Board, however, feels that in other branches of the State Electricity Boards where the work is regular and permanent in nature as for example the maintenance and the operational branches, such posts should be filled up by regular workers and not by muster-roll/work-charged workers. This Board is of the view that it is desirable to discontinue as soon as possible, and according to a phased programme, the practice of employing muster-roll workers in regular and permanent posts. The Wage Board recommends that such posts should be filled up by regular workers chosen from amongst the existing muster-roll and work-charged workers as far as practicable depending on their suitability.

8.42. It is the Board's recommendation that an unskilled muster-roll/work-charged worker should be paid a minimum of Rs. 3.50 as a consolidated daily wage. Where a higher wage is paid, it should continue to be paid. If under the existing statutes any other benefits is admissible such benefit should also be given to this category of workers.

NOTE.—The terms present basic wage or existing basic wage means the basic wage of a worker as on 31st March, 1969.

9.13. The Report of the Sub-Committee was considered by the Wage Board and was formally adopted subject to the clear understanding that the categories of employees as mentioned under each classification in the studies made by the Sub-Committee of the three Boards and two private undertakings were only illustrative in nature and open to suitable modifications wherever considered necessary. It

was further decided that there should be 21 time scales of pay instead of the nineteen recommended by the Sub-Committee, the 2 additional being for two new categories under the Administrative and Clerical classification, namely Semi-skilled B and A instead of "Semi-skilled" and highly skilled B and A instead of "Highly Skilled". Based on the Report of the Sub-Committee the Wage Board recommended as follows:—

(1) Each undertaking shall divide all its employees into two classifications, each with two groups, as stated in the preceding para and then evaluate the job of each employee for its relative skill or worth. This will be done following the procedures adopted by the Sub-Committee as explained in its report in Section 5 (Procedures adopted for study), Appendix D, and as illustrated in the study in depth for Gujarat Electricity Board (Appendix I in Sub-Committee's Report). (2) Based on the results of the above evaluation, each employee, shall be fitted in his proper category from the list given in para 7.1 of the Sub-Committee's Report, as modified by the decision of the Board to recommend twenty-one scales. This will be done separately for each of the two groups in the two classifications. In the placement of employees in appropriate categories, it is to be cautioned that the points scored by different categories of employees will vary with each undertaking depending upon the regional differences, the requirements of educational and experience and several other factors. Therefore the range of points within which a category or its wage scale will be encompassed will differ from one undertaking to another. To amplify, para 5.9 of the Sub-Committee's report is reproduced below because of its relevance and importance:—

> "The range of points within which a particular category would fall will differ from one undertaking to another to some extent, depending on the organisational structure of each undertaking. For this reason the point ratings of various categories in different undertakings cannot be directly compared. Also since the plans for evaluation in the case of the two classifications of employees are basically different and since even in the same classification, the approach to evaluation differs between the supervisory and non-supervisory groups, the points ratings under the four groups of the two classifications cannot be directly compared. Therefore, while the points scored will be a general guide in the determination of wages, it is to be cautioned that an attempt should not be made numerically to link by means of a formula, the points with the wages."

(3) Each undertaking shall then allocate the most suitable standard nomenclatures after scrutinising the possible standard nomenclatures and job descriptions given in Appendices E to H of the Sub-Committee's report. Each undertaking shall also give in brackets after the standard nomenclature allocated to an employee, the functional description of his duties. The procedure for this purpose is illustrated in Appendix I and not in Appendies E to F of the sub-Committee's report. No significance will however, be attached to such descriptions except that they will be useful in understanding the functions of an employee in his daily work and that they will reflect local practices.

(4) The Sub-Committee in its study and report have excluded the jobs of Guest House, Teaching and Medical Staff. Accordingly the staff under these categories shall not be covered by present recommedations and their cases shall be considered by each individual undertaking depending upon local conditions.

(5) The undertakings shall avoid down-grading in case of any of their existing employees, although it is inevitable that the existing grading of some jobs will be disturbed while allocating standard nomenclatures to their empolyees, instead the approach shall be to re-allocate the work content of the particular job on mutually agreed basis. This deviation from standardisation shall be avoided in case of new entrants.

(6) It is possible that while implementing the above recommendations there may be employees who are evaluated as falling between two categories. Further, to suit the needs of individual undertakings and to promote efficiency, it will be sometimes desirable to permit marginal upward adjustments in the duties as compared to standard job descriptions. Examples are office staff using specialised office machines, stenotypists doing confidential work, clerks handling cash, accountants with limited power of attorney. These departures from standardisation may be permitted.

(7) The undertakings shall endeavour where feasible to combine and allocate jobs pertaining to more than one nomenclature to an employee on a mutually agreed basis. Such a combination will result in the duties of an employee being of an omnibus type. In such cases, the employees will be given the standard nomenclature, corresponding to his main duties, while for convenience the standard nomenclatures covering his other duties can be indicated in brackets. In this connection, a reference can be made for further details to paragraph 6.3 of the Sub-Committee's report.

(8) Employees shall also be allocated stand-by and staggered duties, as described in para 6.3 of the Sub-Committee's report.

(9) Undertakings shall so allocate their staff as to ensure that employees working in units of larger sizes are fitted into higher categories, commensurate with the responsibilities involved. For this purpose, units whether they are generating stations or receiving stations or transmission/distribution systems shall be classified as large, medium and small according to local conventions subject to the norms laid down in paragraph 6.9 of Chapter VI. For example, if an operator is put in the category 'Skilled C' when working in a generation station, say 30 MW capacity, an operator doing more or less similar work but in a generating station of medium size of say 100 MW capacity may be placed in the category 'Skilled B', to take care of the increased responsibility. The mechanism for arriving at the details of such placements will be decided by individual Electricity Board and their unions.

(10) For promotion from one category to another, the emphasis shall be on higher skill and not only on seniority and, at the same time, maintaining some ratio for promotion from a lower to a higher category to open up promotional avenues. It is suggested that undertakings shall evolve standard trade tests upto highly skilled category. For supervisory categories, more weightage shall be given to supervision, improvement and goals achieved.

(11) Manuals for the smooth implementation of recommendations 5 to 10 inclusive shall be prepared by each undertaking to suit its individual needs and character. These manuals will also define the nature of compensation payable to employees (i) for marginal increases in duties from the standard job descriptions where an existing employee is considered as rated between 2 categories, and (ii) for omnibus, stand-by and staggered type of duties. The Wage Board do not consider that the preparation of such manuals falls within their purview, since a measure of flexibility is essential to take into account numerous variations involved between regions as well as even units in the same region in regard to size and other relevant factors. Further, this approach will also give scope for payment by results and open up avenues for healthy rivalry between undertakings.

(12) In implementing the above recommendations, undertakings will arrive at final settlement in consultation with their unions and by applying the principles of collective bargaining.

(13) It is also recommended that the Ministry of Labour and Employment may set up a suitable panel or machinery to provide the services of independent experts for assisting the undertakings in the implementation of the above recommendations, especially when external assistance is sought to resolve any differences that may be outstanding.

ANNEXURE II

Coverage

The Gratuity Scheme will apply to all the employees who are in regular or permanent employment but will not apply to work-charged, and muster-roll workers. The benefits of the Gratuity Scheme will also apply from the date of their continuous employment, to the temporary, substitute and probationary employees, on regular or permanent posts but only when they are confirmed in their respective posts.

Entitlement

(1) The minimum qualifying period of service would be five years.

(2) Employees (or their nominees or legal heirs) would be entitled to gratuity in the event of—

(i) death;

(ii) termination;
disablement of medical unfitness;

(iii) retirement;

(iv) voluntary retirement with the consent of the employer prior to age of superannuation;

(v) retrenchment for any reason whatsoever;

(vi) resignation after completing 10 years of service;

(vii) discharge or dismissal for mis-conduct provided the misconduct is not of a gross nature.

(3) The minimum qualifying period of service laid down above shall not apply in the case of 2(i) and 2(ii).

Quantum

The quantum of gratuity will be equal to 15 day's basic wage for each completed year of qualifying service for those employees who retiree before rendering 15 years of service, and for employees who retire after 15 years of qualifying service, the quantum of gratuity will be equal to one month's basic wage for each completed year of service subject to a maximum of 15 months' basic wage or Rs. 10,000/- whichever is lower.

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